PERSONNEL REASSIGNMENT PROCESSING

Proponent For Inspection: MILPO	Point of Contact:
Unit Inspected:	Date of Inspection:
Unit Representative:	Unit Phone No.:
Inspector's Name:	Inspector's Phone No.:
Unit Overall Rating: T P U	
REFERENCES: a. AR 600-8-11, 1 Oct 90 b. AR 614-200, 12 Jul 0 d. MILPER Memorandum #95-1, 1 Jun 95	c. AR 614-30, 30 Aug 01

STANDARDS: The standard is "T" = 90% success rate of evaluated tasks with no failed critical tasks. "P" = 70% success rate of evaluated tasks with no failed critical tasks. "U" = less than 70% success rate of evaluated tasks or one failed critical task.

INSPECTION CRITERIA:	LEVEL	GO	NO GO	REMARKS
Does the unit have the most current publications?	ALL			
2. AR 600-8-11, paras 2-9, 2-10 and 2-13:				
a. Does the battalion PAC notify the soldier's commander of any actions that require the commander's involvement, such as possible MMRB action, reenlistment, or extension? (AR 600-8-11, Table 2-6)	BN			
b. Are the notifications being completed by the commander, Bn S-1, and soldier and being returned to Reassignments by suspense date IAW AR 600-8-11, Table 2-6?	BN			
c. Has S-1 ensured attendance to LEVY briefings within 30 days of EDAS cap cycle date? (AR 600-8-11, para 2-9g)	BN			
d. If assignment requires a security investigation, does the PSNCO inform the S2 to initiate the necessary actions and ensure actions are completed? (AR 600-8-11, para 2-13)	BN			
e. Is a suspense system established to ensure all actions are completed on schedule to include HIV/POR appointments?	BN			
3. AR 600-8-11 paras 2-15 thru 2-22 (Deletion/Deferments):				
a. Are requests for deletion/deferment submitted IAW AR 600-8-11, AR 614-200 and MILPER Memorandum #95-1?	ALL			
b. If a request occurs after 60 days of EDAS cycle date, is request completed within 72 hours of action causing deletion/deferment? (MILPER Memorandum #95-1, Section VII, para 2-15a)	ALL			
REMARKS:				